

MINUTES
WINNEBAGO COUNTY EMERGENCY TELEPHONE BOARD
204 S. FIRST STREET, ROCKFORD, IL
June 8, 2021

I. CALL TO ORDER

Meeting was called to order at 9:00 a.m. by Todd Stockburger

II. ROLL CALL

Present: Todd Stockburger, Joe Corl, E.J. Dilonardo, Adam Truman, Chuck Lynde, Bob Vertiz, Joel Hallstrom, Don Shoefflin, Randy Berke and Don Carlson
Absent: Gary Caruana
Guest: Elizabeth Russell, Sandy Stansell, Pete Sotos, Dave Rickert, Mark Karner and Todd Hughes.

III. Minutes

Prior to voting on the minutes, Chairman Stockburger introduced the newest member of the ETSB, E. J. Dilonardo who was appointed by Chairman Chiarelli. **Motion:** Joel Hallstrom made a motion to approve the minutes and it was seconded by Joe Corl. Motion carried.

IV. Financials

Before the vote Chuck Lynde asked how the fund balance compared to last year. Dave Rickert advised that last year the balance was \$5 million and this year it was at \$6 million. Rickert stated that there was nothing earmarked. **Motion:** Don Shoefflin made a motion to approve the financials and Adam Truman seconded the motion. Motion carried by a unanimous vote.

V. NEW BUSINESS

Call Volume/Answering Report

Todd Stockburger advised that there is a lot of information that comes into play; staffing, volume and new employees or trainees are all variables that impact the report.

Sikich Proposal

Todd Stockburger handed out the Sikich proposal for years 2021-2023. Stockburger advised that the first audit back in 2019 was \$8,500 dollars and there has been a \$250.00 increase each year. Dave Rickert said since the county uses Baker Tilly that maybe the ETSB should contract with that auditing company. Todd Stockburger reminded ETSB that board member Chief O'Shea had requested an independent audit firm to work with the ETSB. Also, Sikich had been selected by the board based on their history in working with PSAPS and ETSB's. Chuck Lynde said things now were more efficient at the county under the current administration. Todd Stockburger raised the point that the Sikich firm was the firm that brought to light the interest issue. After a little further discussion Chuck Lynde made a **motion** to layover the vote to approve the new contract with Sikich until the next board meeting and to obtain a quote from Baker Tilly. The motion was seconded by Don Shoefflin. Motion carried.

Opens Meeting Act – Certificates

Todd Stockburger reminded board members of the need to obtain certification for the Openings Meeting Act. He stated that once you have completed it you are covered permanently.

CAD Interfaces

Elizabeth Russell said that Rockford Fire was included in the initial quote but since there have been a couple of departments who have asked about getting the interface. Russell asked the ETSB if they would entertain paying for RMS interface. Russell stated that the

cost per each interface is \$16,000 dollars. Chuck Lynde asked if the rural fire departments use CAD. Elizabeth Russell advised that currently each rural department has to call in for their times. Don Shovelin said even if the ETSB picked up the costs for the interface there would still be costs incurred by each rural department. Todd Stockburger said that he and Elizabeth Russell would work with the CAD vendor on better pricing. Joe Corl suggested that Elizabeth Russell attend a MABAS meeting that was scheduled for tomorrow at 7pm at station 3, to discuss this matter with all the rural departments. Also, there was a suggestion that Don Shovelin bring it up at that meeting. **Motion:** Chuck Lynde made a motion to lay this over for the next meeting. Don Shovelin seconded the motion. Motion carried.

NG911 Grant Award

Todd Stockburger advised that the grant money was received. Stockburger said they applied for \$202K but received \$176K. The money was granted for the upgrades to the recording system at both centers.

VI. OLD BUSINESS

ETSB Interest Earned

Dave Rickert reported that he researched and found that the county didn't allocate the interest earned by the ETSB. Rickert went to the finance committee and asked that this money be prorated. Rickert stated that it appears to be around a \$6K annual earned interest. Rickert also said it would be included as revenue on the report.

PSAP Remodel

There has been \$450K allocated for this fiscal year. That would cover the county center remodel. Part 2 for the city 911 center would be in the next fiscal year. They are looking at starting the remodel at county 911 in September. Elizabeth Russell advised that there should be drawings available at the next meeting. Rockford is currently working on quotes for their 911 center. Todd Stockburger indicated that they should be able to go directly with the vendor for HVAC as opposed to getting bids.

NG911 Project

Sandy Stansell advised that Solacom was working on getting equipment installed in the few remaining counties. Stansell said once that has been completed, they will begin the Phase 2. Cutover for each county. Stansell advised that tentatively Solacom is looking at July for Winnebago County but that could change.

CAD Updates

Todd Hughes reported that a 20.3.3 upgrade for CAD was released in the test environment but did not pass. Hughes said they went to 21.2.2 which was to fix the problems. Hughes said they would be meeting with the CAD vendor's Customer Service Success Manager, John Coltrain to get issues corrected for Police Property and Evidence. NIBERS is still being tested to push data to the state before sending to FBI.

Telephone Lines

Todd Stockburger said that this will remain on the agenda as they continue their work to reduce costs.

RMS Governance

Todd Hughes advised that the IGA addendum was signed by all agencies and was distributed at the Chief's breakfast. Next step will be to develop rules.

MDT Licensure

Elizabeth Russell advised that they are awaiting quotes for 65 licenses for mobile MDT's and for Suburban Fire Departments connectivity to browser-CAD/WEB access. This would be included in the budget for next year, as well.

Expenditure List

Todd Stockburger asked that a separate list for items paid be included in the ETSB's reports. Stockburger said for instance the air conditioning went out at Rockford 911 and those costs were \$11K. He would like a break down of expenditures when unforeseen things like this happen especially when a timely vote by the entire board is not possible. Chuck Lynde asked what the amount was that the ETSB would have to approve. Sandy Stansell advised that the rules state anything over \$10K. Stansell also stated however that in the past when there was an emergent situation like air conditioning failing in the 911 center the PSAP Director has moved forward without the need for ETSB vote.

VII. ADJOURNMENT

A motion was made to adjourn by Don Carlson and it was seconded by Chuck Lynde. Motion carried. The next ETSB meeting is scheduled for Tuesday, July 13, 2021 at 9:00 a.m. at Rockford Fire Headquarters, 204 S. 1st Street Rockford, IL 61103